



Park/Facility Permit Application

FLATHEAD COUNTY PARKS AND RECREATION
309 FFA Drive - Kalispell, MT 59901
406.758.5800; fax 406.758.5888

PARK NAME:		
Date(s) Requested – <i>must include set-up and take down time/days.</i>		
From: _____ To: _____		
Specify areas of park & time:		
_____	From: _____ am/pm	To: _____ am/pm
_____	From: _____ am/pm	To: _____ am/pm
_____	From: _____ am/pm	To: _____ am/pm
NAME/CONTACT:		
Organization Name		Phone
Address		Cell Phone
City/State/Zip Code		Other Phone
Email		
EVENT:		
Description		
Open to Public?	Admission Charge \$	Participants/Spectators #
Food/Beverage/Goods/Services – Provider Name & Telephone		
Items/Structures Brought to Park		
RATE (see worksheet on reverse)		OFFICE USE ONLY
\$ _____ Security Deposit		_____ Facility Rental Agr
\$ _____ Group Fee		_____ Calendar
\$ _____ Other Fees		_____ Cert Ins/Add'l Ins
\$ _____ Total Amount Due		_____ Copy Park Officer
		_____ Health Dept Lic/Bus Lic
		_____ Copy Mailed
		_____ Key Check Out
		_____ Key Return
		_____ Sec/Dep Return
<p>I certify that the information contained herein is true and correct. I agree to abide by the Flathead County Special Events Requirements, the Facility Rental Agreement and stipulations of the Permit. Rental is on a first-come first-served basis and dates are reserved by submitting a Permit Application, Facility Rental Agreement, and Security Deposit. Remaining fees and a Certificate of Insurance naming Flathead County as Additional Insured are due 20 business days prior to the event.</p> <p><i>Please bring an approved copy of this document to the event.</i></p> <p>Applicant Signature: _____ Date: _____</p> <p>Flathead County Signature: _____ Date: _____</p>		

Group Size	Daily Fee	6am–2pm or 2pm–10pm	Security Deposit
		Half Day Fee	
Under 30	\$100	\$50	\$50
30 – 50	\$200	\$100	\$100
51 – 100	\$300	\$150	\$150
101 – 200	\$400	\$200	\$200
201 – 300	\$500	\$250	\$250

Set-up and take-down/clean-up fee is a minimum of \$50, unless there is a significant impact on the Park, as determined by the Parks Department.

Foys Center Rates – Daily Fee (Half Day fees do not apply)

Group Size under 30 - \$135; 30 – 50 - \$200; 50 – 75 \$300

Group Fees

\$_____ Security Deposit

\$_____ Group Fee # Days _____ @ \$_____ Per Day

\$_____ Set-Up and/or Take-Down/Clean-Up

\$_____ Sub-Total

Other Fees: Herron Park

\$_____ # Campsites _____ x #Days _____ @ \$10

\$_____ # Stalls _____ x # Days _____ @ \$15

\$_____ Sub-Total

Other Fees: Volunteer Park

\$_____ Mattson Pavilion \$100 full day; \$50 half-day – 8 picnic tables, capacity 75

\$_____ Chautauqua Pavilion \$50 full day; \$25 half-day – 2 picnic tables

\$_____ Lacon Pavilion \$50 full day; \$25 half-day – 2 picnic tables

\$_____ Sub-Total

Other Fees:

\$_____

\$_____ **Grand Total**

Payments / Date / Cash / Check / Credit Card

\$ _____

\$ _____

\$ _____

\$ _____